

DELPHI Skills Assessment for FA Systems Accountant

Check the response that best matches your experience. **Circle** (or highlight) the 5-10 skills that relate to areas where you need additional (or refresher) training in order to use the system more effectively in your job.

Skills	Does not apply to my job	Proficiency						
		I don't know how	I need help	I can do with written steps	I can do with some help	I can do without help	I can explain what I am doing	I can teach someone else
Basic Navigation								
Define Leases								
Define Depreciation Methods								
Project Depreciation								
Correct Retirements and Reinstatements								
Assure Agency is ready for Period Close								
Record Loss, Theft, or Destruction of Asset								
Transfer Fixed Asset								
Run and Distribute Inventory Reports								
Maintain Fixed Asset Database								